



**SACHI A. HAMAI**  
Interim Chief Executive Officer

**County of Los Angeles**  
**CHIEF EXECUTIVE OFFICE**

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

*"To Enrich Lives Through Effective And Caring Service"*

Board of Supervisors  
**HILDA L. SOLIS**  
First District

**MARK RIDLEY-THOMAS**  
Second District

**SHEILA KUEHL**  
Third District

**DON KNABE**  
Fourth District

**MICHAEL D. ANTONOVICH**  
Fifth District

February 17, 2015

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**TRANSFER OF COUNTY-OWNED PROPERTY TO THE  
LANCASTER CEMETERY DISTRICT  
FIFTH DISTRICT  
4 VOTES**

**SUBJECT**

Authorization for the Interim Chief Executive Officer or her designee to negotiate an agreement between the County and the Lancaster Cemetery District to convey ownership of the County-owned cemetery parcel to the District; authorize the Department of Public Works to utilize a Job Order Contract to implement irrigation improvements on the County-owned parcel; and authorize the Interim Chief Executive Officer to execute the Transfer Agreement.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the recommended actions, including the proposed irrigation improvements on property to be conveyed to the Lancaster Cemetery District, and the conveyance of the property to the Lancaster Cemetery District for continued operation as a cemetery, are exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Find that the County-owned real property, as shown on the map, is not required for County use, and is surplus to any immediate or foreseeable County need.
3. Authorize the Interim Chief Executive Officer, or her designee, to negotiate a Transfer Agreement between the County and the Lancaster Cemetery District, whereby the County would convey ownership of the County-owned cemetery parcel (APN 3142-009-904) to the Lancaster Cemetery District under agreed terms and conditions, thereby relieving the County of future obligations relative to the Lancaster Cemetery.

4. Authorize the Interim Chief Executive Officer to execute the Transfer Agreement, and instruct the Mayor to execute the Quitclaim Deed transferring the County's right, title, and interest in the parcel to the Lancaster Cemetery District.
5. Authorize the Director of Public Works to implement irrigation system improvements on the County-owned cemetery parcel, utilizing a Board-approved Job Order Contract, prior to its conveyance to the Lancaster Cemetery District, in accordance with the terms of the Transfer Agreement.
6. Authorize the Interim Chief Executive Officer to execute any other documents necessary to complete the conveyance of the County-owned parcel, upon approval as to form by County Counsel.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

On January 14, 2014, the Board of Supervisors directed the Chief Executive Office, County Counsel, and the Auditor-Controller to report back on: 1) the financial viability of the Lancaster Cemetery District; 2) the legal obligations of the County relative to the District and the Lancaster Cemetery; and 3) alternatives to maintaining the operations of the Lancaster Cemetery for the good of the region.

The Board of Trustees of the Lancaster Cemetery District (District) expressed concerns over its long-term financial viability. The Auditor-Controller (A-C) reviewed the District's 2011 and 2012 financial audits, and its 2013 unaudited financial statements. Based on the A-C's analysis, the District's financial condition is relatively stable. However, its fund balance is not adequate to address deferred maintenance needs, specifically replacement of its aged irrigation system and related landscaping.

The Lancaster Cemetery is comprised of two parcels, one of which is owned by the County and is dedicated to a public trust for cemetery purposes. The District owns the second, adjacent parcel in its own name. The entirety of the County-owned parcel is used for cemetery purposes and is operated by the District.

The Chief Executive Office (CEO), Real Estate Division provided the District with a County-generated Letter of Intent (LOI), which outlined the basic terms and conditions contained in the Transfer Agreement. The District has acknowledged and accepted the terms of the LOI, thereby accepting the proposed transfer, contingent upon the County upgrading the existing irrigation system by installing a reclaimed-water irrigation system, prior to completing the transfer of property. The Department of Public Works (DPW) will oversee the irrigation system improvements using a Board-approved Job Order Contract (JOC). The County's conveyance of the County-owned parcel to the District would relieve the County of future legal obligations relative to the Lancaster Cemetery, and bring both cemetery parcels under common ownership and management.

Approval of the recommended actions will find the irrigation improvements on the County property, as well as the conveyance of the property exempt from the California Environmental Quality Act (CEQA).

#### **Implementation of Strategic Plan Goals**

The proposed recommendations are consistent with Countywide Strategic Plan Goal 2 (Community Support and Responsiveness) by providing services, and planning and responding to economic, social, and environmental challenges.

### **FISCAL IMPACT/FINANCING**

The CEO appropriated an amount not to exceed \$250,000 in the Extraordinary Maintenance Budget for DPW to utilize a JOC contract to complete the irrigation system improvements. Funding requirements were reflected in the mid-year Budget Adjustment for Fiscal Year 2015-16. There are no other County financial obligations associated with the transfer.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The transfer of the cemetery property to the District is authorized by Section 25365 of the California Government Code, which allows the County to convey to any special district real property owned by the County upon the terms and conditions as agreed upon by the parties and without complying with any other provisions of the California Government Code, if the property conveyed is not required for County use.

As required by Government Code Section 65402, notification of the proposed transfer was submitted to the County's Department of Regional Planning and the City of Lancaster Planning Department, which has jurisdiction for determining conformance with the adopted general plan. No objection to this transfer was received within the 40 days after the notification was provided.

Pursuant to Government Code Section 25365, a Notice of Intention to Transfer Real Property has been published in accordance with Government Code Section 6061 for the intended action to convey real property.

County Counsel has reviewed the proposed Transfer Agreement related to the conveyance and has approved it as to form. The final Transfer Agreement will be reviewed and executed by the Interim CEO upon the Board's approval.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed actions are categorically exempt from CEQA. The activities consist of replacement of the existing irrigation system on the County parcel utilizing a JOC contract, as well as the transfer of County property to the District utilizing the Transfer Agreement and Quitclaim Deed and other documentation as necessary to complete the conveyance for continued operation as a cemetery. Therefore, these activities are within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets the criteria of Sections 15301, 15302, and 15312 of the State CEQA Guidelines as the project consists of the transfer of ownership in surplus land and ongoing operation of a public facility and involves replacement of existing utility systems and/or facilities involving negligible or no expansion of capacity based on the project records. These actions are also exempt under Classes 1, 2, and 12 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. In addition, there are no cumulative impacts, unusual circumstances or other limiting factors that would make the exemptions inapplicable based on the project records. To the extent the project may pose a substantial adverse change to a historical resource, the project is also exempt pursuant to, and will comply with Section 15331 of the State CEQA Guidelines regarding restoration or rehabilitation of a historic resource.

Upon the Board's approval of the recommended actions, DPW will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

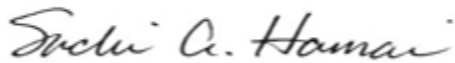
**CONTRACTING PROCESS**

DPW will manage and deliver the irrigation improvements using a previously Board-approved JOC.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

No Impact on current services.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sachi A. Hamai".

SACHI A. HAMAI  
Interim Chief Executive Officer

SAH:TT:DSP  
JST:acn

Enclosures

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
Public Works





3142-009-905

3142-009-901

Lancaster

District 5

3142-009-904

3142-009-903

County-owned Parcel to be Transferred

DIVISION ST

E LANCASTER BLVD

N KELLY DR

3142-007-044

3142-007-045

N KAYE LN

2ND ST E

STANRIDGE AV